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NEWS RELEASE

UNITED STATES CIVIL SERVICE COMMISSION

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FOR RELEASE:

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An experimental study aimed at estimating the Government's future manpower needs in 4 shortage-category occupational fields has been started by the Civil Service Commission with the cooperation of 10 Federal agencies which are the principal employers of workers in these fields.

CSC believes that the study will be helpful in determining the demand that is likely to exist in Federal agencies in shortage-category occupations for future periods up to 5 years in advance.

Planned with the assistance of an interagency committee, the study covers all engineers and engineering technicians, physical scientists, psychologists, and medical officers. About 100,000 Federal workers are now employed in these positions. Studies of this kind on the future demand for engineers and scientists have been strongly recommended by the President's Committee on Scientists and Engineers, CSC said.

In addition to obtaining information about agencies' anticipated needs, the Commission will gather data from various sources on the future supply of manpower likely to be available in the occupations under study. With data on both demand and supply available, the Commission and Federal agencies will have a means of estimating some of their future manpower problems. This information will be an important aid to determining the direction that Federal recruitment efforts should take in the future.

As an initial step in the study, the Commission has asked the cooperating agencies to complete a questionnaire concerning their estimated manpower needs as related to their planned programs, anticipated turnover, and other factors. This information will then be related to data on future manpower supply developed by other Government agencies, such as the Department of Labor and the Office of Education of the Department of Health, Education, and Welfare.

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The Commission said that if the study is successful it will help to blueprint steps necessary to recruit needed specialists, aid in budget and program planning, and be of assistance to agencies in their personnel training and utilization programs. The results of the study will also help in making the needs of the Government known to colleges and universities, thus aiding educators in providing career guidance to students and in planning college curricula to meet the future manpower needs of the Government.

Agencies cooperating with the Commission in the study are: Departments of Army, Navy, Air Force, Agriculture, Interior, Commerce, and Health, Education and Welfare, and the Atomic Energy Commission, the Veterans Administration, and the National Aeronautics and Space Administration. #

AGENCIES ASKED TO BRING "CODE OF ETHICS" TO ATTENTION OF FEDERAL EMPLOYEES

The Civil Service Commission today asked Federal agencies to bring to the attention of Federal employees the new "Code of Ethics for Government Service," approved by joint Congressional resolution last July.

The 10-point Code lists basic standards of conduct as a guide to all persons in the Federal service, whether elected or appointed.

In a letter to agencies transmitting the text of the Code, the Commission suggests that agencies publish the Code by whatever means will reach their employees individually and that agencies also include it in orientation exercises for new employees. CSC has published the Code as a preface to the Federal Personnel Manual chapter on the Conduct of Officers and Employees.

Although the Code establishes no new law nor additional legal restraint on anyone in the Federal service, it does, however, serve as a guide to encourage greater loyalty to public trust, CSC said.

Text of the Code follows --

Any person in Government service should:

1. Put loyalty to the highest moral principles and to country above loyalty to persons, party, or Government department.
2. Uphold the Constitution, laws, and legal regulations of the United States and of all governments therein and never be a party to their evasion.
3. Give a full day's labor for a full day's pay; giving to the performance of his duties his earnest effort and best thought.
4. Seek to find and employ more efficient and economical ways of getting tasks accomplished.
5. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not; and never accept, for himself or his family, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of his governmental duties.
6. Make no private promises of any kind binding upon the duties of office, since a Government employee has no private word which can be binding on public duty.
7. Engage in no business with the Government, either directly or indirectly, which is inconsistent with the conscientious performance of his governmental duties.
8. Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit.
9. Expose corruption wherever discovered.
10. Uphold high moral principles, ever conscious that public office is a public trust. #